

## Co-op Coalition Survey: Window ownership/repairs

Thanks to the 13 members who responded (below).

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 In a message dated: Wed, Feb 13, 2019 8:17 am  
 Subject: SURVEY- Co-op Coalition: Window ownership/repairs (Due 2-28) (Reps)

Dear Coalition Representatives and Managers,

Who owns your co-op's windows? Who is responsible for their repair? A Coalition member is revising their documents and needs your help. Their question is below. Please respond by Thursday, February 28. Thanks for helping!

DC Cooperative Housing Coalition  
[www.CoopsDC.org](http://www.CoopsDC.org)

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*Our Board recently approved a policy change to make shareholders responsible for the repair and replacement of windows in their individual units (with the cooperative retaining responsibility for repairs and replacement of windows located in the common areas). We're in the process of drafting a written policy for window replacement. Do other Coalition members have similar policies that you can share with us?*

<50 units	Our governing documents specify that individual owners are responsible for repair of their windows.
<50 units	For our coop, the cooperative itself has paid for all window replacement and repairs as far back as we can tell, so we don't have a policy to share.
<50 units	Our Coop is responsible for replacement of windows as a common element. When repair of a window is necessary, we would consider whether the owner was negligent or responsible in some other way for the damage to determine financial responsibility for the repair (if your child threw a baseball through the window you would pay). Lost or damaged screens are a frequent complaint and the Coop does not pay for this.  PS there was an interesting question in NYT real estate section about window replacement in a Coop maybe 1 year ago - basically said Coop can decide whether or not it is time to replace windows, individual shareholders do not make decision.
<50 units	The Coop is responsible for all windows. If an individual owner wants to install his or her own windows, e.g., for better soundproofing, they must look like the commonly purchased windows and must be approved by the Board.
50 -99 units	Our coop is in the process of replacing all of our windows (almost 1000) as part of a total facade restoration (the building was built in 1926). We are revising house rules to clarify that all window maintenance is a coop responsibility.
100 – 199 units	Owner is responsible for the inside maintenance of the windows including cords and weights, building is responsible for exterior maintenance. Windows are jointly owned elements....and thus jointly maintained
100- 199 units	The Cooperative is responsible for the windows except in a case of abuse by a shareholder.

100 – 199 units	[Our] coop is responsible for the windows. Repair, replacement. Except for the outside storm windows, which of course is non sense, but that's how it is.
200+ units	We are responsible for the replacement and repair of the windows at our community.
200+ units	<p>All window-related items in our House Rules:</p> <p style="text-align: center;"><b>Corporation Responsibility</b></p> <p>The Corporation, acting through the Board of Directors (and the General Manager) is responsible for the maintenance, repair, and replacement of the common area elements. In addition, the Corporation is responsible for the following tasks within units:</p> <p style="padding-left: 40px;">b) repairing thresholds, repairing window and door insulation, repairing rollers and latches on windows and sliding glass doors.</p> <p style="padding-left: 40px;">h) unstopping exterior weep holes in patios and window tracks.</p> <p>washing exterior windows that cannot be easily reached from a balcony or patio.</p> <p style="text-align: center;"><b>Private Areas in Public View</b></p> <p>Private areas in public view—such as windows, balconies, patios, and roof decks—are those areas of a unit that are visible to others.</p> <ol style="list-style-type: none"> <li>1. Private areas in public view must be neat and well maintained.</li> </ol> <p style="text-align: center;"><b>Windows</b></p> <ol style="list-style-type: none"> <li>2. Window treatments visible from the outside must be white or beige in color.</li> <li>3. Interior window railings visible from the outside must not be used for hanging any items, with the exception of holiday decorations.</li> <li>4. Residents must not place signs in windows.</li> </ol>
200+ units	We own the windows. The Coop is responsible for the window repairs unless it is the fault of the shareholder.
200+ units	<p>[Our] coop owns all windows, whether in units or common areas, and maintains all windows. Window ownership isn't specifically mentioned in our Bylaws or Occupancy Agreement or rules but is covered in a general manner in our documents. Therefore we do not have any policy such as you desire.</p> <p><u>Note:</u> if each unit owner is going to replace their windows, your coop should have some advice or requirements as to style, color, etc. The worst case would be for every unit having a different brand/style and your coop has to maintain them; you would have to contract out all maintenance or consider stocking a wide variety of parts.</p> <p><u>Note:</u> if you're looking for a fund source, consult with your lawyer, but you might consider an assessment to the unit owner which is based on the number of windows in that unit</p>
200+ units	No such policy here at The Westchester.